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# MILSTEP

MILitary

Supply and

Transportation

Evaluation

Procedures

DEPARTMENT OF DEFENSE

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

(PRODUCTION and LOGISTICS)



# DEFENSE LOGISTICS AGENCY

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## FOREWORD

This manual is published by direction of the Assistant Secretary of Defense (Production and Logistics) (ASD(P&L)) under authority of DoD Directive 4000.25, "Administration of Defense Logistics Standard Systems." The provisions of this manual were developed based upon ASD(P&L), DoD, Military Services, and Defense Logistics Agency (DLA) requirements.

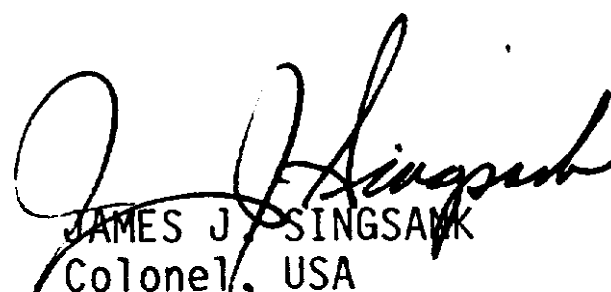
This manual prescribes the concepts, rules, and procedures for processing and reporting Military Standard Requisitioning and Issue Procedures (MILSTRIP), Military Standard Transportation and Movement Procedures (MILSTAMP), and Military Standard Transaction Reporting and Accounting Procedures (MILSTRAP) data for the purpose of evaluating supply and transportation performance. DoD 4500.32-R, Vol. 1, MILSTAMP, prescribes standard procedures for collection of intransit data to evaluate transportation performance under MILSTEP.

References to the Services include the U.S. Army, U.S. Navy, U.S. Air Force, and U.S. Marine Corps. References to Agencies include DLA. The report forms, formats, and codes prescribed herein were developed to produce pipeline performance and intransit analysis reports at the level of reporting required by the ASD(P&L), Military Services, and Agencies.

This manual will be maintained and implemented at the Military Service/Agency headquarters level. DoD activities needing more copies of this manual should submit requests through their responsible Military Service/Agency focal point (see chapter 1, paragraph J).

Users of this publication are encouraged to submit recommended changes and comments to improve the publication, through established Service/Agency channels, to the Defense Logistics Standard Systems Office, ATTN: DLSS0-CS.

BY ORDER OF THE DIRECTOR

  
JAMES J. SINGSANK  
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Staff Director, Administration

DISTRIBUTION

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ACRONYMS AND ABBREVIATIONS

<u>Acronym or Abbreviation</u>	<u>Definition</u>
<b>AAC</b>	Acquisition Advice Codes
APOE	Aerial Port of Embarkation
APOD	Aerial Port of Debarkation
AUTODIN	Automatic Digital Network
<b>CDCP</b>	Central Data Collection Point
<b>CIC</b>	Content Indicator <b>Code</b>
CPP	Central Processing Point
DAAS	Defense Automatic Addressing System
<b>DIDS</b>	Defense Integrated Data System
DLSS	Defense Logistics Standard System(s)
FMS	Foreign Military Sales
GA	Grant Aid
GBL	Government Bill of Lading
GFE	Government Furnished Equipment
GFM	Government Furnished Materiel
<b>ICP</b>	Inventory Control Point
<b>IDC</b>	Intransit Data Card
LOGAIR	Logistics Airlift System
MAC	Military Airlift Command
<b>MILSTAMP</b>	Military Standard Transportation and Movement Procedures
<b>MILSTRAP</b>	Military Standard Transaction Reporting and Accounting Procedures
<b>MILSTRIP</b>	Military Standard Requisitioning and Issue Procedures
MRAC	Materiel Receipt Acknowledgment Card
MRAD	Materiel Receipt Acknowledgment Document
MRC	Materiel Release Confirmation
MRO	Materiel Release Order
MRQ	Maximum Release Quantity
MSC	Military Sealift Command
MTMC	Military Traffic Management Command
NSN	National Stock Number
PG	Priority Group
POD	Port of Debarkation
POE	Port of Embarkation

Acronym or  
Abbreviation

Definition

RAD	Required Availability Date
RDD	Required Delivery Date
RP	Record Position
SSD	Standard Delivery Date
SSP	Specialized Support Point
TCN	Transportation Control Number
TP	Transportation Priority
<b>UMMIPS</b>	Uniform Materiel Movement and Issue Priority System
<b>WIMM</b>	Weapons Integrated Materiel Manager

REFERENCES

- (a) DoD Directive 4000.25, "Administration of Defense Logistics Standard Systems," November 18, 1983.
- (b) DoD Directive 4410.6, "Uniform Materiel Movement and Issue Priority System," October 30, 1980.
- (c) DoD 4000.25-1-M, "Military Standard Requisitioning and Issue Procedures (MILSTRIP)," May 1987.
- (d) DoD 4500.32-R, "Military Standard Transportation and Movement Procedures (MILSTAMP)," Volume 1, March 1987.
- (e) DoD 4000.25-2-M, "Military Standard Transaction Reporting and Accounting Procedures (MILSTRAP)," May 1, 1987.
- (f) DoD Directive 4140.26-M, "Defense Integrated Materiel Management for Consumable Items," Volume II, Weapon System Oriented Items, August 1972.
- (g) DoD Instruction 4140.1, "Inventory Management Policies," August 24, 1982.
- (h) DoD 4100.39-M, "Defense Integrated Data System Procedures Manual," 11 September 1980.

## DEFINITIONS

Aerial Port of Debarkation (APOD): An authorized point of entry into a foreign country or the United States by air.

Aerial Port of Embarkation (APOE). An authorized point of departure from a foreign country or the United States by air.

Arithmetic Mean. The average obtained by dividing the sum of two or more quantities by the number of these quantities. As used in the Pipeline Analysis Report, the arithmetic mean represents the average number of days required to process each of the cycle segments.

Backorder. That portion of the quantity requisitioned which is not immediately available for issue to the requisitioner and will be recorded as a commitment for future issue of stocked items. See definition for "Materiel Obligation" below.

Breakbulk Point (BBP). A transshipping activity to which consolidated shipments for various consignees are held, and from which the shipments are distributed as separate shipment units to the ultimate consignees.

Central Data Collection Point (CDCP). The DoD Focal Point activity assigned the responsibility for processing **MILSTEP** data. This includes the collection, processing, and distribution of intransit data; the preparation of various reports for internal distribution to the Services/Agencies; and the preparation and distribution of required DoD **MILSTEP** Ledgers and Highlight Tables.

Central Processing Point (CPP). The Service/Agency data processing point responsible to collect and process **MILSTRIP**, **MILSTAMP**, and **MILSTRAP** source documents for the preparation and submission of **MILSTEP** reports to the DoD **MILSTEP** CDCP. For name and location of the Service/Agency CPPS, see appendix F.

Data Available for Shipment. The ordinal date when the materiel has been picked, packed, marked, and made available to the consignor transportation office for movement. This date marks the end of the supply source processing time and the beginning of the transportation processing time under **UMMIPS**.

Date of Delivery/Date Shipment Received. The actual ordinal date the shipment is offered to the consignee transportation officer regardless of discrepancies in the materiel received.

Date of Receipt of Requisition. The actual ordinal date the requisition is received by the initial wholesale supply source, e.g., inventory control point, stock point, which maintains any asset availability records for the purpose of filling materiel demands or ordering other supply actions.



Date of Requisition. The ordinal date contained in the **MILSTRIP** document number.

Date **Shipped**. The ordinal date on which the shipment is released to the carrier. This date is the same as the date used on the **GBL** and the **MILSTRIP** Materiel Release **Confirmation/DD** Form 1348-1.

Defense Transportation System (**DTS**). Consists of Military controlled terminal facilities, Military Airlift Command (**MAC**) controlled airlift, Military Sealift Command (**MSC**) controlled or arranged **sealift** and Government controlled air or land transportation.

Delayed Issue Shipments. An item of materiel shipped, as it applies to the Pipeline Performance Analysis Reports (formats 1A and 1B), on requisitions which were not ordered from depot/storage site onhand stocks during the first pass against stock availability records. The shipments include all issues resulting from backorders against stock replenishment (**MILSTRIP** status codes BB and BC).

Demand Documents. Demand documents are identified as requisitions, modified requisitions, passing orders, and referral orders. The use of demand documents and related supply documents is defined in **MILSTRIP**.

Direct Vendor Delivery. A transaction for the quantity of a materiel item requisitioned by ordering activities which is not immediately available for **issue**, and which is processed for purchase and direct delivery by vendor to ordering activities. A requisition will be considered an action for vendor delivery at the first point in time when a determination has been made that stock is not available, and the item is to be processed for direct delivery. See definition for "Materiel Obligation."

Distribution System. That complex of facilities, installations, methods, patterns and procedures designed to receive, store, maintain, distribute, and control the flow of Military materiel between the point of receipt into the Military supply system and the point of issue to a post, camp, station, base, or equivalent. For the titles of each Service/Agency distribution system(s) applicable to **MILSTEP** reports submitted to the DoD **MILSTEP CDCP**, see appendix F.

Government Bill of Lading (**GBL**). A contract between the Government and a carrier, whereby the carrier agrees to furnish transportation service, subject to the conditions printed on the bill of lading.

Immediate Issue Shipments. An item of materiel shipped, as it applies to the Pipeline Performance Analysis Report (formats 1A and 1B), on requisitions which were ordered for issue from depot/storage site onhand stock during the first pass against stock availability records.

Intransit Data Card (IDC). A reporting document prescribed in **MILSTAMP** by which transportation performance is measured (see appendix C4).

Inventory Control Point (Inventory Manager/Weapon Systems Manager). The organizational element within a distribution system **assigned responsibility** for systems-wide direction **and control** of **materiel** including such management functions as the computation of requirements, the initiation of procurement or disposal actions, the development of worldwide quantitative and monetary inventory data, and the positioning and repositioning of materiel. In a centralized inventory control system, the ICP may also perform the functions of a stock control point (see reference (G)).

Line Item Delivered. An item of materiel shipped, as confirmed by Materiel Release Confirmation (**MRC**) documents, comprised of shipment unit(s) which have been received by consignee transportation officers, as evidenced by receipted **intransit** data documents including receipt and lift tape records, and by receipt of **MILSTRAP** Materiel Receipt Acknowledgment Cards (**MRACs**) signifying the "materiel has been recorded on requisitioner inventory records. Line Item Delivered is synonymous with the term "completed action."

Materiel Obligation. That unfilled portion of a requisition (for a stocked or **nonstocked** item) that is not immediately available for issue but is recorded as a commitment for future issue either by direct delivery from vendor or backordered from stock. This includes both **NSN** and **non-NSN** items.

Materiel Receipt Acknowledgment Document (MRAD). A **MILSTRAP** document to be used by the consignee to report when materiel is recorded on requisitioner inventory records.

Materiel Release Confirmation (MRC). A notification from a **storage** site advising the originator **of** a materiel release order of the positive action taken on the order. Will also be used, with appropriate shipment status document identifier codes, as a **reply** to a **followup** initiated by the ICP.

Nonstocked Item. An item of materiel which is centrally managed and purchased by an inventory manager, but not stocked to meet demands from requisitioners. A part-numbered item is also considered a nonstocked item. In addition, nonstocked items are those items for which **local** procurement has been authorized to the requisitioner for certain demands, but which he/she places on the inventory manager when he/she is unable to obtain locally.

Port of Debarkation (POD). An authorized point of entry into a foreign country or the United States.

Port of Embarkation (POE). An authorized point of departure from a foreign country or the United States.

Priority Group (PG). The **PG** number is merely used to bring together, under a single group, all priority designators that reflect the same time standard (in calendar days) in enclosure 2 of **UMMIPS**. The priority designators and priority groups listed below are applicable to **MILSTEP** reports.

<u>Priority Group</u>	<u>UMMIPS Priority Designator</u>
1	01-03
2	04-08
3	09-15

Stock Control Point (SCP). An activity other than an **ICP** that maintains inventory data on the quantity, location, and condition of supplies and equipment due in, onhand, and due out to determine quantities of materiel available for issue and to facilitate distribution and management of materiel .

Stocked Item. An item of materiel which is centrally procured and stocked for issue within the supply distribution system of the inventory manager.

supply Source Processing Time. The elapsed number of days from the date of the receipt of the requisition to the date materiel is available for shipment.

Terminal Hold Time. The elapsed time expressed in days from a point in time a shipment unit is offered to a transshipment activity, to the point in time it is released "Date Shipped" to the carrier.

Transportation Control Number (TCN). A 17 position number assigned to a shipment for control purposes throughout t'he transportation cycle within the DTS.

Transshipment Point (Air or Water Terminal). A transportation terminal activity within the DTS excluding break bulk points, that receives, processes, and forwards shipments for onward movement.

a. First Transshipment Point. A transportation terminal activity which is the initial point within the DTS receiving shipments intended for onward movement via a subsequent shipment point(s) **en-**route to the consignee.

b. Intermediate Transshipment Point. A transportation terminal activity within the DTS that receives shipments from a transshipment point.

c. Last Transshipment Point. A transportation terminal activity within the DTS that received shipments from a previous transshipment point for onward movement to break bulk point or consignee.